

Public Act 096-0734 (accessible at <http://www.ilga.gov/>) also includes information regarding an *opt-out* provision.

Public Act 096-0734 is an important piece of legislation for Illinois children. Staff from our Nutrition Programs Division is available at 800/545-7892 or 217/782-2491 for technical assistance with reimbursement or program operations.

Taking Care of Business

School Meals Initiative Reviews Update for School Year 2010-2011

All school food authorities (SFAs) participating in the National School Lunch Program must undergo a School Meals Initiative (SMI) review on a cyclical basis. The review is part of the United States Department of Agriculture's (USDAs) strategy to ensure school menus are in compliance with the Dietary Guidelines for Americans and certain nutrient standards when averaged over a school week. The Illinois State Board of Education (ISBE) continues to provide training on expectations and the documentation needed to conduct the required nutritional analysis for SFAs in addition to training on how to improve the nutritional integrity of school meals.

For the 2010-2011 school year, the ISBE has contracted with Southern Illinois University Carbondale to complete the SMI reviews on its behalf. In addition, ISBE staff will conduct SMI reviews throughout the state. Pertinent technical assistance documents related to SMI reviews have been posted on the ISBE Nutrition Program's Division website (<http://www.isbe.net/nutrition/htmls/smi.htm>) including the listing of eligible sponsors for SMI Reviews for the School year 2010-2011. Sponsors eligible for the SMI review will be notified via electronic mail at various times throughout the school year. Technical assistance documents posted include a memorandum to sponsors, informational packets for Food-Based Sponsors, and other necessary information about this review.

All SFAs selected for an SMI Review will have the week of review identified by ISBE for them based on the mailing group. Reviews conducted by SIU-Carbondale will follow the dates below:

Group 1 e-mailed October 2010 - Week of Review is October 18-22, 2010

Group 2 e-mailed December 2010 – Week of Review is December 6-10, 2010

Group 3 e- mailed February 2011 – Week of Review is February 14-18, 2011

Reviews conducted by ISBE will follow the date below:

Group 1 e-mailed November 2010 – Week of Review is November 15-19, 2010

The SMI team at Southern Illinois University Carbondale may be reached via telephone (toll free) at 866/763-2457 or 618/453-7500 or electronic mail NDDA@siu.edu.

If you have questions regarding this information of ISBE, please contact Roxanne Ramage (rramage@isbe.net) via telephone 800/545-7892.

School Breakfast Program Mandate

The Childhood Hunger Relief Act (Public Act 096-0158) mandates that a school must provide a breakfast meal if it had 40 percent or more students eligible for free or reduced-price lunches in the preceding school year. For additional information on this mandate, including how to determine which schools are mandated and how to request an exemption from this mandate, go to http://www.isbe.net/nutrition/htmls/hb_756.htm.

Electronic Direct Certification System— File Clean-up

The *Electronic Direct Certification System* is scheduled for a file clean-up on the evening of October 31 annually. The file clean-up will remove all *Annual*, *Monthly*, and *Sponsor Files* created during the prior school year. Therefore, on October 31, 2010, files created from school year 2009-2010 (July 1, 2009-June 30, 2010) will be removed from our system. Local Educational Agencies (LEAs) are required to maintain all eligibility documentation, including electronic direct certification system files for three years plus the current. LEAs can maintain paper or electronic copies of the electronic direct certification system files. Questions related to this topic should be addressed to School-Based Child Nutrition Program staff at cnp@isbe.net or telephone at (800) 545-7892.

Verification Summary Report Availability

Verification is the confirmation of eligibility for free and reduced-price meals under the National School Lunch and School Breakfast Programs. Annually, each local education agency (LEA) must have selected a sample from approved household applications on file as of October 1.

The LEA must complete verification of the required sample size by November 15. The LEA must then electronically submit a Verification Summary Report (VSR) to the Illinois State Board of Education by December 15. A sample report along with instructions will be available in November at <http://www.isbe.net/nutrition/htmls/instructions.htm>. The actual verification summary report will be available through IWAS/ACES in mid-November.

Verification Timeline:

- October 1 – Count number of approved applications on file, by category, and begin verification process. This information will be needed when the VSR is completed.
- Last operating day of October – Count number of **ALL** free and reduced-price eligible students by category, free (FS/TANP Application, Free (Income), Free (DC), Reduced-Price. This information will be needed when the VSR is completed.
- November 15 – Ensure verification process is complete.
- December 15 – Deadline to submit VSR.

Food Allergy Guidelines – Local Policies Required by Start of 2011

Per Public Act 96-0349, the Illinois State Board of Education, in conjunction with the Illinois Department of Public Health, has released the *Guidelines for Managing Life-Threatening Food Allergies in Illinois Schools*. These guidelines were assembled by an ad hoc committee comprised of experts in the field of food allergens, representatives on behalf of students with food allergies, representatives from public schools management organizations and representatives from two statewide teachers' organizations. By Jan. 1, 2011, each school board is required to implement a policy based on these guidelines. Also, at least every two years, an in-service training program for school personnel who work with students must be conducted by persons with expertise in anaphylactic reactions and management.

The *Guidelines for Managing Life-Threatening Food Allergies in Illinois Schools*, which includes checklists for district employees and training resources, is available at http://www.isbe.net/nutrition/htmls/food_allergy_guidelines.htm. A sample policy and administrative procedure are available through the Illinois Association of School Board's Policy Reference Education Subscription Service (PRESS). These sample materials were included in Issue 73, August 2010 of PRESS, and have been mailed to all

PRESS subscribers. The Illinois Association of School Boards (IASB) will also provide these samples complimentary to its member school boards and non-member school boards in Illinois that request them. To make a request for these samples, contact Anna Lovern at the IASB Springfield location at 217/528-9688 x 1125 or Laurel DiPrima at the IASB Lombard location at 630/629-3776 x 1245.

Claim Common Cent\$



Funding & Disbursement Services Division
Phone 217/782-5256
Fax 217/782-3910

Where is My Reimbursement?

Funding and Disbursements usually voucher every Tuesday morning to pay all approved sponsor claims that have been submitted. The online claiming system (ACES) will be locked while the school based nutrition programs are vouchered. Most of the funding for the Child Nutrition Programs is Federal money and those funds are generally processed by the Illinois Office of the Comptroller without delay. After Funding and Disbursements vouchers, the Comptroller has up to ten working days to make the payment of the Federal money. Generally, these payments are processed within three to five working days. Funding for the Illinois Free Breakfast and Lunch Program is State funding. Currently there are vouchers for this program dated back to March 2010 that have not been paid by the Comptroller due to lack of funds at the state level.

The Funding and Disbursements Division is pleased to announce the addition of a new staff member who will be processing Child Nutrition Programs; Sharon Hopson joined the Division on October 1.

If you have any questions regarding claims, please contact either Gladys Rothenberg (grothenb@isbe.net) or Sharon Hopson (shopson@isbe.net) at 217/782-5256.

USDA foods

Commodity Product Exhibit 2010

The Commodity Product Exhibit 2010 is your opportunity to learn about commodity reprocessing proce-

dures through education and showcasing of products available to you. The commodity product exhibit is sponsored by the Illinois School Nutrition Association (ISNA) and in cooperation with ISBE and industry partners. The event is November 3, 2010 in Bloomington at the Parke Hotel and Conference Center. More information can be obtained on the ISNA's website, www.ilsna.net.

This event is a great place to try different commodities that will be offered for the 2012 school year. There is no cost and you do not have to divert commodities to a processor to attend.

USDA Foods and Illinois Commodity System Training

Nutrition Programs staff is providing USDA Foods and Illinois Commodity System Training which focuses on the Illinois Commodity System, placing annual commodity orders, diversions to processors, Department of Defense (DOD) fresh fruit and vegetable program, and additional monthly processes to teach better management of USDA foods. The trainings are offered at eight sites this November and December. Preregistration is required. You can register for these and other ISBE trainings at <http://www.isbe.net/nutrition/htmls/workshops.htm>. Trainings are half-day sessions with morning and afternoon sessions offered based on location. Space is limited, so do not hesitate and register today!

- November 8 Northbrook – Crowne Plaza (p.m.)
- November 9 Downers Grove – Holiday Inn Express (a.m.)
- November 10 Tinley Park – Holiday Inn Select (a.m.)
- November 17 Marion – Williamson County Pavilion (p.m.)
- November 18 Fairview Heights – Ramada (a.m.)
- December 8 Champaign – Hawthorne Suites (p.m.)
- December 9 Galesburg – Best Western Prairie Inn (a.m.)
- December 16 Springfield – IL Education Association (p.m.)

New Items Added to the Annual Order Form

Two new items have been added to the annual order form on the Illinois Commodity System (ICS). A727

Ham, Cubed and A494 Chicken, Roasted are now available on ICS for February and March allocation. If you would like to request either one of these items, please add your request in your Annual Order Form under the PAL MEAT/MEAT ALTERNATE and POULTRY forms.

Spotlight on Schools

Upcoming Grants and Due Dates

View the listing below for a quick look at upcoming grant opportunities and their respective deadlines. We have provided a description of two of the opportunities that may be of particular interest to Illinois schools; the got breakfast® Silent Hero Grant Program and USDA's Recipe for Healthy Kids Challenge.

- November 15, 2010—got breakfast? ® The Silent Hero Grant www.gotbreakfast.org, targeting School Breakfast Sponsors
- December 1, 2010—Fuel Up to Play 60, dairy council, targeting elementary and secondary schools
- December 13, 2010 and June 13, 2011—Saucony Run for Good Grant Program www.sauconyrunforgood.com
- December 30, 2010—Recipes for Healthy Kids Challenge, Targeting elementary and secondary schools
- January 14, 2011—HealthierUS School Challenge Mini-grants, Targeting elementary and secondary schools <http://www.kidseatwell.org/HUSSCMini-grants2010-2011.html>

got breakfast?®

got breakfast? ® Silent Hero Grant Program

If your school participates in the National School Breakfast Program and uses an alternate meal service (does not serve breakfast in the standard cafeteria lunch line), then you may be eligible for \$2,500 to up to \$10,000 in the got breakfast? ® Alternate Meal Service Breakfast grant. Visit the link at <http://www.gotbreakfast.org/grants.php> for the Request for Applications (RFA) and the Application for the Silent Hero Grant. Do not delay! Apply by November 15.

Recipes for Healthy Kids Challenge – December 30 Due Date

The Recipes for Healthy Kids Challenge is a nationwide competition for school recognition with a monetary incentive for schools to create tasty and



healthy new recipes for use in schools. The challenge is to submit recipes in one of three categories: dark green and orange vegetables, dry beans and peas, and whole grains.

Teams should consist of a school nutrition professional, chef, student(s) and parent(s) to work on the development of the school's recipe entry. The deadline to submit your school team's recipes is December 30, 2010. Go to www.RecipesForKidsChallenge.com for more information. A national cook-off with White House chefs will be held at the completion of the competition.

Go for the Gold With a HealthierUS School Challenge Mini-Grant



The Illinois NET Program announces the 2010-2011 HealthierUS School Challenge Mini-grant opportunity. Thirteen competitive mini-grants of \$3,500 will be awarded to successful elementary and secondary schools that wish to participate in the HealthierUS School Challenge (HUSSC). The grants are made possible through a USDA Team Nutrition Training grant.

The HUSSC is a voluntary recognition program from the USDA that recognizes schools across the nation for excellence in supporting student wellness. Earlier this year, First Lady Michelle Obama incorporated the HUSSC into her Let's Move! campaign to raise a healthier generation of kids. Applications are due January 14, 2011. Go to <http://www.kidseatwell.org/HUSSCMinigrants2010-2011.html> for the application.

Flavor of the Month

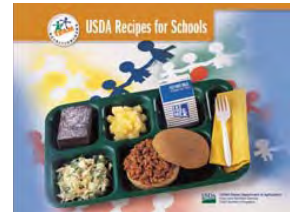
Breakfast Recipes Featuring USDA Foods

This month's "Flavor" of the month is Breakfast recipes featuring USDA Foods. With a little imagination many of the following USDA Foods could be incorporated into your menu plan, obviously some more easily than others.

Eggs, Whole Frozen (A568); Ham (A726, A693); Dairy, Grains, Nuts, Oils, Pancakes, Whole Grain (B151); Peanut Butter (B473); Vegetable Oil (B670); Cheese (Blend American/Skim, cheddar, mozzarella, process), Flour, All-Purpose (B183); Applesauce (A350); Apple Slices (A345); Apricots (A382-A360); Cherries (A293); Mixed Fruit (A470); Peaches (A408, A409); Pears (A434,

A431); Pears (A433); Beans Refried (A085); Salsa (A237); Tomatoes Diced (A241); Potato Oven (A210); and Potato Rounds (A204).

Check out the *USDA Recipes for Schools* resource for breakfast recipe ideas, such as granola (J-01), breakfast burrito with salsa (J-02), or Baked French Toast Strips (J-03) at



http://teamnutrition.usda.gov/Resources/usda_recipes.html.

Professional Development

Illinois School Breakfast in Action Summit—November 16, 2010

School breakfast participation increased almost 20 percent in fiscal year 2010 in Illinois. In recognition of this significant improvement, the Nutrition Programs Division announces the *Illinois School Breakfast in Action Summit* during Illinois School Breakfast Week, November 15-19, 2010. This one-half day, one-of-a-kind complimentary event will offer:

- Proven best practices of nontraditional breakfast service in different sizes of schools across Illinois;
- Current research related to breakfast consumption by a representative from the Bell Institute of Health and Nutrition;
- Effective marketing strategies to increase student breakfast participation;
- An examination of expenses and revenue related to breakfast service;
- Ways to maximize nutrition in the breakfast meal with USDA Foods;
- Grant and scholarship resources, tips of the trade, and samples of breakfast items; and
- Ideas for developing school and community partnerships to foster high breakfast involvement by all school staff.

The conference date is Tuesday, November 16, 2010. The program begins at 8:00 a.m. and concludes at 12:30 p.m. The location is 40 West Intermediate Service Center, 2701 West Washington Blvd., Bellwood, Illinois 60104.

Pre-registration is required. Go to www.isbe.net/nutrition and click on *Illinois School Breakfast in Action Summit*

under *Special Events and Workshops*. If you have any questions, please contact us at 800/545-7892 or 217/782-2491.

Bridging the Gap in School Meal Service Procurement

The *Bridging the Gap in School Meal Service Procurement* training is designed to assist school food authorities (SFAs) who contract or are seeking to contract for meal services with a food service management company or meal vendor in meeting all requirements associated with the Invitation for Bid and Contract process. Attendees will better understand the three-step document submission and review process and receive hands-on training in developing Invitation for Bid and Contract documents that will meet federal and state regulations and statutes.

All SFAs conducting a new procurement or considering contracting for school meal services for the 2011—2012 school year are highly encouraged to attend. Attendees must be employees of the SFA (school or district). Registration begins at 8 a.m. and training is held from 8:30 a.m.—3:00 p.m. Complimentary beverages only will be provided throughout the day with a one-hour lunch on your own.

Pre-registration is required. There is no registration fee. To pre-register, go to <http://www.isbe.net/nutrition/htmls/workshops.htm>.

November 17, 2010	Courtyard by Marriott—Schaumburg
November 18, 2010	Hilton—Oak Lawn
November 30, 2010	Illinois Education Association Building—Springfield

Register for the HealthierUS School Challenge Webinar

The HealthierUS School Challenge (HUSSC) is a key part of First Lady Michelle Obama's *Let's Move!* campaign. Mrs. Obama's goal is to end childhood obesity within a generation. Are you interested in taking the HUSSC but are looking for more details? Sign-up for the free *Go for the Gold: Join the HealthierUS School Challenge* webinar, presented by the Illinois Nutrition Education and Training Program. This webinar, funded through

a USDA Team Nutrition Training grant, provides school nutrition staff with what it takes to meet the Challenge criteria. Hear success stories from two Illinois schools. Earn one CEU credit. The free *Go for the Gold* webinar will be held on November 18, 2010 from 2:00-3:00 p.m. Visit www.KidsEatWell.org to register online for this webinar.

Complete Culinary Techniques eCourse and Earn Continuing Education Credits

The *Culinary Techniques for Healthy School Meals* online courses are still available. The National Food Service Management Institute (NFSMI) designed this series of six free online courses to help child nutrition teams prepare healthy and tasty school meals. Learn about nutrition and cooking methods that will improve your school meals programs. Find out how to plan and make meals that meet the Dietary Guidelines for Americans.

Illinois school foodservice staff members that complete all six courses will earn thirty-three (33) credit hours. You will also receive a free set of Dietary Guidelines posters for your cafeteria (while supplies last). Visit www.KidsEatWell.org and look under "Healthy Schools" for details about these NFSMI courses and the free poster set.

Basic Training Workshops Reach Over 400 School Food and Nutrition Staff

The *Basic Training* workshops reached over 400 School Food and Nutrition staff this fall. The *Basic Training* workshop provided participants with an overview of the United States Department of Agriculture's regulations that govern the school-based programs including processing household applications, verification, completing the annual application process and required reports, menu planning, food commodities, and much more!



Roxanne Ramage addresses the *Basic Training* participants in Springfield.

The training focused on the July 2010 *School-Based Child Nutrition Programs Administrative Handbook*, which is available to be downloaded as one complete document, or individual sections, at www.isbe.net/nutrition/sbn_handbook/toc.htm.

The Melting Pot

Loan Library Selection of the Month

This month's loan library selection, *Breakfast . . . Because*, a 25-minute DVD focuses on the benefits of breakfast for great physical and mental performance, includes breakfast ideas and teaching materials. It is loan library resource number 32 and is geared for grades 5-adults. To order this item free of charge for a two-week time period, go to www.KidsEatWell.org, click on *NET Services*, and then *Loan Library*.

New Resources from School Nutrition Association



The School Nutrition Association recently shared announcements through a webinar of their newest resources which follow: to learn more about their recently developed new resources ranging from a parent communications campaign called *Tray Talk* to the 4-hour Marketing 101 online course.

- *Tray Talk*, a communications campaign for healthy school meals targeting parents, www.TrayTalk.org, features video clips from Arlington Heights School District, Illinois. Schools are highly encouraged to submit their unique success stories to the website. *Tray Talk* includes a toolkit and other resources.
- *The Learning Center*, contains archived and taped conference sessions categorized by the four Keys to Excellence topics - Operations, Administration, Nutrition, and Marketing and Communications,
- *Smart Snacking at School* is an Afterschool toolkit featuring best practices, marketing tips and sample production charts and menus, http://www.schoolnutrition.org/Level2_AfterSchoolSnack.aspx?id=13952
- *Summer Feeding Toolkit* includes best practices and menu ideas to start or enhance your summer feeding program, sponsored by the National Watermelon Promotion Board, www.schoolnutrition.org/summer
- *Marketing 101 Course*, developed by the School Nutrition Foundation (SNF) and the National Dairy Council targets directors and high-level managers. The 4-hour course includes eight training lesson packs, CEU's are provided.



Bookmark SNA's website at www.schoolnutrition.org and visit it frequently to keep up-to-date on these great resources.

National Handwashing Awareness Week Approaching—December 5-11, 2010

Celebrating its 11th year, National Handwashing Awareness Week (NHAW) originated as a result of a shortage of seasonal flu vaccine, NHAW, evolved by the Henry the Hand Foundation and the Greater Cincinnati Health Council Flu Vaccine Committee in Cincinnati. During National Handwashing Awareness Week, students, parents, school staff, and food service workers are asked to promote the importance of proper handwashing. For more information on National Handwashing Awareness Week and activities related to hand washing, visit <http://www.henrythehand.com/>.

National Nutrition Month® Theme Announced

The American Dietetic Association's National Nutrition Month® theme for March 2011 is *Eat Right with Color*. The theme reflects guidance in the new 2010 Dietary Guidelines for Americans. Further information as well as nutrition month activities for schools will be available soon at <http://www.eatright.org/NNM/content.aspx?id=5345>.



New Acronym—SoFAS

Expect to see this new acronym, solid fats and added sugars (SoFAS), more frequently and especially in the 2010 Dietary Guidelines for Americans (DGAs), to be released soon.

Join The Outlook Newsletter List Serve

To receive monthly notices of *The Outlook* newsletter link, join *The Outlook* List Serve. Email: Outlook10-join@list.isbe.net and type only the e-mail address to be added in the message section. A confirmation will be sent to the e-mail address provided. School staff listed as the contact person on NSLP site and/or sponsor applications are already on *The Outlook* List Serve. For questions regarding *The Outlook* newsletter or list serve, please e-mail Joan Love at jlove@isbe.net or call 800/545-7892 (in Illinois) or 217/782-2491.

Calendar of Events – December 2010

Complete the meal count edit prior to submission of the Claim for Reimbursement

- 1 Fuel Up to Play 60 Grant Due Date
- 5-11 National Handwashing Awareness Week
- 8 USDA Foods and Illinois Commodity System Training Champaign–Hawthorne Suites
- 9 USDA Foods and Illinois Commodity System Training Galesburg–Best Western Prairie Inn
- 10 Submit Claim for Reimbursement
- 13 Saucony Run for Good Grant Due Date, www.sauconyrunforgood.com
- 13–20 Make changes, if needed, for January commodity deliveries
- 15 Deadline for submitting Verification Summary Report, www.isbe.net/nutrition
- 16 USDA Foods and Illinois Commodity System Training Springfield–Illinois Education Association
- 24 Christmas Day Holiday—ISBE office closed
- 30 Recipes for Healthy Kids Challenge entries due date, www.recipesforkidschallenge.com



Share this newsletter link with staff in your school.

www.isbe.net/nutrition/htmls/newsletters.htm.

www.isbe.net/nutrition

Your link to the Child Nutrition Programs in Illinois

The Outlook is published ten times per year, November through May, for those participating in School Nutrition Programs, by the Nutrition Programs, Illinois State Board of Education, 100 North First Street, Springfield, Illinois 62777-0001. FAX number 217/524-6124; TOLL FREE number 800/545-7892, <http://www.isbe.net/nutrition/>, Christine Schmitt, Division Administrator.



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